

**Marquette University Committee on Staff  
Approved Minutes  
Thursday, July 20, 2006  
Alumni Memorial Union – Room 252**

Attendance: Carol Chilson, Member at Large/Vice Chair; Michele Adler, Area VIII Representative/Co-Chair Secretary/Treasurer; Sheri Fredricks, Area IV Representative; Jessica Payson, Area V Representative; Christine Pivonka, Area III Representative; Billie Sanders, Area VI Representative/Co-Chair Secretary/Treasurer; Sandra Peterson, Member at Large; Robin Cork, Historian; Dr. Rita Burns, Ombuds; Carrie Kratochvil, Area I Representative.

Excused: Carol Dufek, Member at Large/Chairperson; Emily Maldonado, Area VI Representative; Mary Jennings, Area II Representative.

Guest: Christopher Daniel, Acquisitions Dept., Raynor Memorial Libraries.

The meeting was called to order at 2:00 p.m.

Dr. Rita Burns, Ombuds, led us in prayer.

#### **ANNOUNCEMENTS**

Carol Dufek received an email from Todd Vicker, Executive Director of the AMU and Auxiliary Enterprises stating that Pepsi vending machines were going up to \$1.25, and ATMs on campus will now be charging a \$2.00 fee for people who do not have an account with U.S. Bank.

Fr. Doug Leonhardt will not be able to attend COS meetings this year due to new responsibilities with University Ministry. We will ask Rita Burns to join us, or rotate saying opening prayers. Carrie Kratochvil suggested asking Mike Hogan, who is the Director of the Faber Center for Ignatian Spirituality.

Employees are encouraged to volunteer to staff the Marquette booth at the Wisconsin State Fair. The deadline for signing up is July 21<sup>st</sup>.

#### **NEW TOPICS:**

##### ***Building Reps***

There will be one final luncheon to say “thank you” for their past service and to explain the role of building reps which has evolved in the past years due to technology, and asking them to stay involved in other capacities. Robin Cork will draft a letter to the building reps that are unable to make the luncheon. Billie Sanders will check the availability of the Henke Lounge for September 21<sup>st</sup>, in lieu of a regular meeting.

### ***Bereavement Leave Update***

Christopher Daniel has discussed the proposed bereavement policy with others in his area, and he and others feel that the proposed policy is unfair and exclusionary to non-traditional families. Robin Cork will re-write the policy to include spouses and persons who stand in the same relationship.

### ***Performance Reviews***

Since Carol Dufek did significant work on the proposed changes to the 2005-2006 form and due to her absence at this meeting, we decided to wait to discuss this at the August meeting.

## **SUB-COMMITTEES**

### ***Parking***

Nothing to report.

### ***Public Relations***

Jessica Payson and Sandy Peterson met regarding the New Folks' Convocation. They will staff a table for two hours at the event.

Emily Maldonado is working on implementing the new website, which will be in the same format as other University websites. She is hoping to get it up and running by the August meeting.

### ***Joint Chairs***

Nothing to report.

### ***Picnic Committee***

Robin Cork discussed the menu for the picnic, and the gift for support staff.

### ***Nominations and Elections***

Nothing to report.

## **OTHER BUSINESS**

### ***Great Places to Work Survey***

An item appeared in the News Briefs that Marquette was judged one of the great places to work based on employee survey results.

### ***Leave of Absence Policy***

There has been an insignificant change in the wording of the Leave of Absence policy.

### ***NYSP Snack Drive***

The Committee collected \$70 for the snack drive, and received a thank you letter from Deb Swanson.

***COS Website Update***

See Public Relations above.

***Tuition Remission***

Steve Duffy will be contacted regarding the status of the proposal.

***Pre-Tax Wisconsin Coach Bus Tickets***

No update to report at this time. We will give an update at the August meeting.

Billie Sanders moved to adjourn the meeting; Sandy Peterson seconded the motion. Meeting adjourned at 3:58 p.m.

The next meeting will be Thursday, August 17, 2006 at 2:00-4:00 p.m. in AMU 252.